

September 12, 2016 Report

**Review and approve meeting minutes from 7.11.16 and 7.25.16 and 8.1.16:**

Committee reviewed and approved the minutes.

**Coordinator's monthly report:**

1. Year ending budget was \$270,235.70.
2. Ending balance of July was \$267,798.93.
3. The final budget numbers will not match due to issues with the town's cash funding account.
4. 64% local programming running on Ch. 9.
5. Jo received no response to volunteers for recording high school sports.
6. Faith Beall volunteered to contact local colleges to see about getting volunteers for recording sports.
7. Jo will contact the athletic director about getting parents or coaches or trainers to record high school sports games.
8. Emily recorded Stillman's Farm and will be broadcasting shortly.
9. Jennifer Gorden, a student from Fitchburg state, has been volunteering to help record meetings. Jo is confident she will like to work here part time.
10. Software update for castus is in the works.
11. Jo has talked to several individuals from the talent pool about joining the PACC.
12. The intern town clerk is very interested in working with the PACC.

**FY17 Budget Review:**

1. Steve met with Jo and the town's accountant. Due to state regulations, the PACC needs to resubmit the FY17 budget to the finance committee at the Sept 22<sup>nd</sup> meeting.
2. The committee reviewed the FY17 budget and made recommended changes by the PAC coordinator and John Henshaw, a member of the finance committees.
3. There was a split vote of 2 to 1 to approve the changes to the FY17 budget.

**CAC and Budget update:**

Table the discussion until next meeting.

**Adjournment:**

Next meeting is scheduled for Oct 3rd.

Meeting adjourned at 8:45pm.